

8/16 (7)

TOWN OF ACTON
472 Main Street
Acton, Massachusetts, 01720

VOLUNTEER COORDINATING COMMITTEE

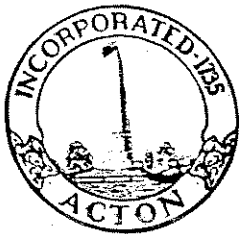
On July 19, 2004 the Volunteer Coordinating Committee voted to recommend Ruth M. Martin as an Associate member of the Planning Board with a 1 yr. term to June 30, 2005.

Ruth formerly lived in Lexington and has lived in Acton 10 years and 40 years in Massachusetts. She currently works as Assistant General Counsel for the Commonwealth of Massachusetts Executive Office of Health and Human Services.

In 1992 she received a degree from Northeastern University School of Law. She has lived in several different states as well as in Europe and gained a wide overview on land use and housing. Most of all she believes Acton is a unique town and planning is important. She and her husband chose to live in Acton.

Ruth M. Martin has impressive Education, Legal Experience, and Professional Experience. Please read her resume.

Nancy A. Whitcomb, VCC Chairman
July 21, 2004



TOWN OF ACTON

472 MAIN STREET
ACTON, MA 01720

(978) 264-9612 TELEPHONE
(978) 264-9630 FAX

VOLUNTEER COORDINATING COMMITTEE

TOWN OF ACTON VOLUNTEER APPLICATION

Residents interested in serving on a Town Board, Committee, or Commission are requested to complete this form and forward it to the Office of the Town Manager at the Acton Town Hall.

(Please print or type)

Title Mr. Mrs. Ms. Dr.		Date 7-15-04
Last Name MARTIN	First Name RUTH	Middle Initial M.
Street Address 148 Nagog Hill Rd.	Home Phone 978-263-6337	Business Phone 617-210-5377

EMAIL ADDRESS:

Please refer to the other side of this sheet and indicate below, in order of preference, the Board, Committee or Commission that is of interest to you:

Planning Board

Have you previously been a member of a Board, Committee or Commission (either in Acton or elsewhere)?
If so, please list the Board name and your approximate dates of service: No

Do you have any time restrictions? weekdays until 5 PM

Are you a U.S. Citizen? yes How long have you lived in Acton? 10yr. In Massachusetts? 40 years

Present occupation and employer (Optional: Attach resume) Com. of Mass. EDHHS
Asst. General Counsel (resume attached)

Do you or your employer have any current or potential business relationship with the Town of Acton that could create a conflict of interest? my brother-in-law owns Cape Ziba - my husband also has an ownership interest

Education or special training: B.A., Law Degree

Please list below any additional information or comments that may help in the matching of your interests with the most appropriate Board/Committee, such as civic experience, special interest/hobbies, etc:

I have lived in several different states as well as Europe and have gained a wide overview on land use and housing through these experiences. Some of my previous legal jobs involved land use issues. Most of all, I believe Acton is a unique town and planning is important.

RUTH MARTIN
148 Nagog Hill Road
Acton, MA 01720
H: (978) 263-6337
W: (617) 573-1672
Ruth.Martin@ehs.state.ma.us

EDUCATION

NORTHEASTERN UNIVERSITY SCHOOL OF LAW, Boston, MA
J.D., Fall 1992

UNIVERSITY OF BALTIMORE SCHOOL OF LAW, Baltimore, MD
Fall 1989-Spring 1990

TUFTS UNIVERSITY, Medford, MA
Bachelor of Arts in History, cum laude, May 1980

LEGAL EXPERIENCE

COMMONWEALTH OF MASSACHUSETTS May 1994 - present
Executive Office of Health and Human Services
Office of Medicaid
One Ashburton Place, 11th Floor
Boston, MA 02108

Assistant General Counsel: Represent the Commonwealth in civil litigation related to MassHealth issues, coordination of benefits and revenue recovery. Perform legal research and analysis on a wide range of issues, relating to medical providers, coordination of benefits and third party recovery. Assist in preparing and reviewing procurements for MassHealth contracts with outside vendors and other state agencies. Review and draft state legislation and regulations pertaining to state Medicaid laws.

SUPERIOR COURT OF MASSACHUSETTS September 1992-August 1993
Boston, Massachusetts

Law Clerk to the Justices: Assisted Justices in all phases of civil and criminal litigation: prepared draft decisions, legal memoranda, and proposed jury instructions; worked extensively with Justices on trials, hearings and motion sessions.

ROBINSON, DONOVAN, MADDEN & BARRY December 1991-February 1992
Springfield, Massachusetts

Legal Intern: Assisted in researching and drafting compliance and seminar materials on the Americans with Disabilities Act. Performed research and drafted legal memoranda and motions on a wide range of issues including real estate transactions, land use issues, foreclosures, employment discrimination and product liability.

THE HONORABLE NANCY DUSEK-GOMEZ

June 1991-August 1991

District Court, Springfield, Massachusetts

Judicial Clerk: Assisted in developing an alternative sentencing program in conjunction with Springfield City departments. Conducted mediation sessions with civil litigants seeking a jury trial appeal of small claim judgments. Conducted research and drafted legal memoranda to support the court's findings in civil and criminal cases.

RICHARD M. HOWLAND, P.C.

December 1990-March 1991

Amherst, MA

Legal Intern: Performed research and drafted legal briefs, memoranda and motions on a wide range of issues including land use issues, employment issues, small business, consumer 93A claims and landlord-tenant issues. Wrote an appellate brief on property rights and easements.

PROFESSIONAL EXPERIENCE

MASSACHUSETTS INSTITUTE OF TECHNOLOGY

August 1984-January 1987

Cambridge, MA

Senior Staff Assistant: Performed editorial and administrative duties for a microbiology professor and laboratory staff. Responsible for administering NIH and NSF governmental grants. Assisted in editing and preparing scientific manuscripts and grant proposals. Coordinated a lecture series.

HARVARD UNIVERSITY

January 1981-January 1984

Kennedy School of Government, Cambridge, MA

Staff Assistant: Assisted in administering a National Endowment for the Humanities grant, "Uses of History Project." Edited, researched, and prepared case studies on various historical and political topics, which were used as teaching materials at the Kennedy School of Government.